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Windsor, Ontario April 16, 2014

A meeting of the **Windsor Bicycling Committee** is held this day commencing at 5:00 o'clock p.m. in Room 407, 400 City Hall Square East, there being present the following members:

Dr. Chris Waters, Chair
Kari Gignac, Vice Chair
Councillor Alan Halberstadt (arrives at 5:12 p.m.)
Neil Campbell
Charles Griffiths (arrives at 5:05 p.m.)
Nicole Noel
Charles Pope
Dr. Nick Scott

Regrets received from:

Walter Manney

Guest in attendance:

Councillor Hilary Payne, regarding Item 4.8

Also present are the following resource personnel:

Jen Leitzinger, Transportation Planning Engineer
Cathy Copot-Nepszy, Windsor Essex County Health Unit
Karen Kadour, Committee Coordinator

1. CALL TO ORDER

The Chair calls the meeting to order at 5:00 o'clock p.m. and the Committee considers the Agenda being Schedule "A" **attached** hereto, matters which are dealt with as follows:

2. ADDITION TO THE AGENDA

Moved by K. Gignac, seconded by N. Campbell,
That Rule 3.3 (c) of the *Procedure By-law 98-2011* be waived to add the following addition to the Agenda:

4.8 Segregated bike lanes on Cabana Road

Carried.

3. **DECLARATIONS OF CONFLICT**

None disclosed.

4. **MINUTES**

Moved by N. Campbell, seconded by C. Pope,

That the minutes of the Windsor Bicycling Committee of its meeting held February 27, 2014 **BE ADOPTED AS AMENDED** to indicate the Director of Operations, Transit Windsor will attend a future meeting of the Windsor Bicycling Committee.

Carried.

4. **BUSINESS ITEMS**

4.1 **Report of the Chair**

The Chair indicates he and N. Campbell contacted the Public Works Department respecting snow in the bike lanes and the subsequent safety issues associated with the lack of snow removal. It is generally agreed that someone from the WBC will contact the Public Works Department to discuss this issue prior to the commencement of the 2014 winter season.

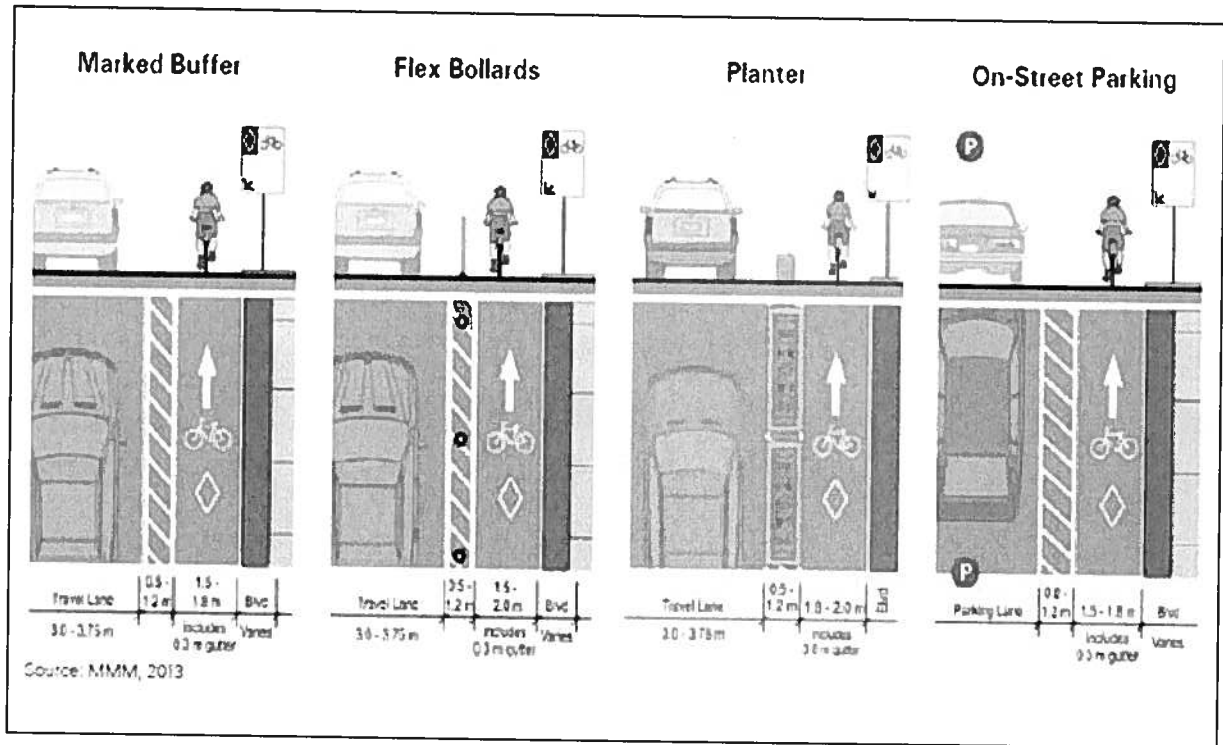
N. Campbell states he contacted other municipalities to ascertain best practices as it relates to snow removal in bike lanes and the information gathered was shared with the Maintenance Coordinator, Operations.

The Chair states the Provincial Government recently announced \$25 million will be apportioned for cycling infrastructure within the province.

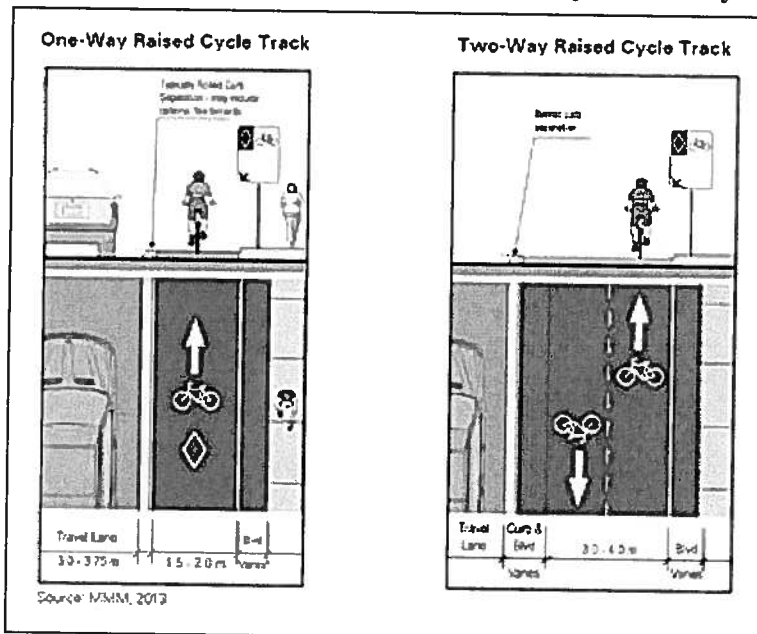
4.8 **Segregated Bike Lanes on Cabana Road**

The following definition and diagrams are provided for information purposes. *The Ontario Traffic Manual (OTM) Book 18 Cycling Facilities provides guidelines for "a variety of bicycle facilities with different degrees of separation between motorists and cyclists" p25 including conventional bicycle lanes, separated / segregated bike lanes and cycle tracks, as illustrated below:*

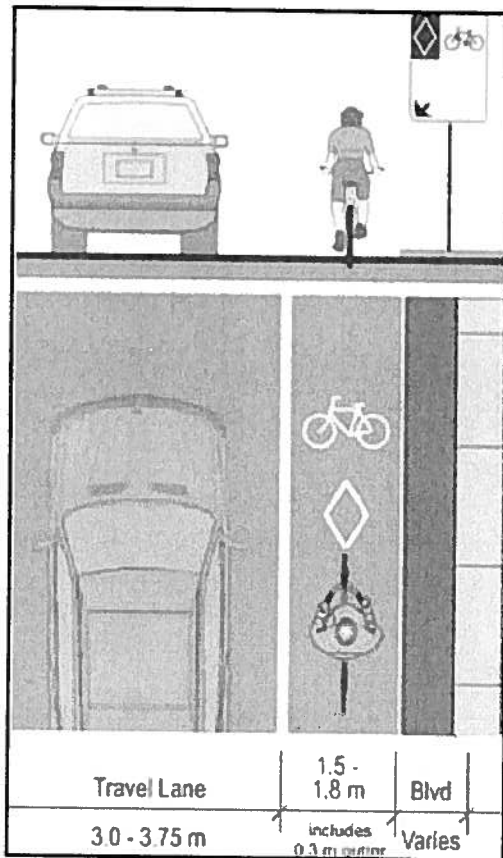
Cross-Sections of Separated Bicycle Lanes with Buffers as Indicated



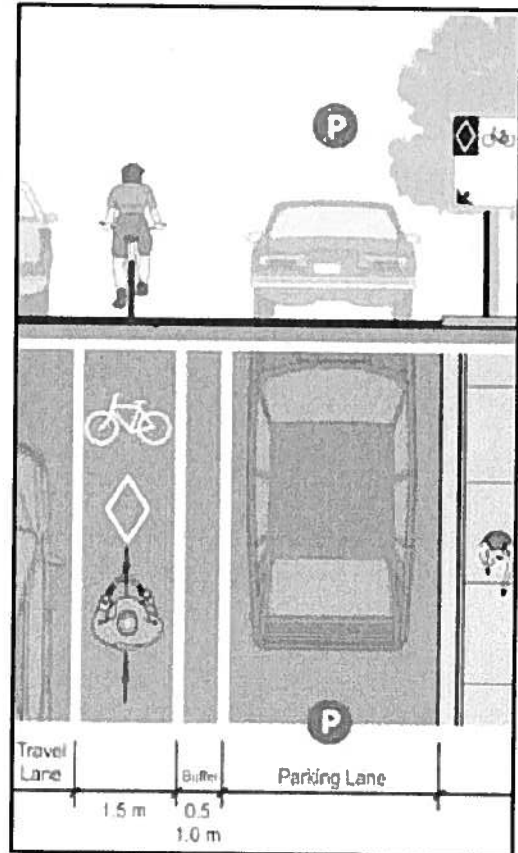
Cross-Sections of One-Way and Two-Way Raised Cycle Tracks



Conventional Bicycle Lane



Bicycle Lane Adjacent to On-Street Parking



Source: MMM, 2013

Councillor Hilary Payne is present to request consideration be given to the construction of segregated bike lanes on Cabana Road. The salient points of discussion relating to bike lanes on Cabana Road are as follows:

- Councillor Payne upon attending an AMO Conference in Ottawa in 2013 viewed the segregated bike lanes on Laurier Boulevard.
- A Public Information Centre was held to present two options relating to the Cabana Road interim active transportation facilities. The options presented by Administration are as follows:
 - Bike lanes on both sides of the road and the completion of sidewalks on both sides.
 - Multi-use trail on one side of Cabana road and the completion of sidewalks on the other side.

While there was general approval for the expansion of bicycle facilities here, concerns were expressed regarding among other things, safety for cyclists in the absence of a physically separated bike lanes.

The Chair refers to his e-mail (attached as Item 5.3) dated April 7, 2014 stating the WBC is in favour of bike lanes on both sides of the road as opposed to a multi-use trail or one side of the road only. Ideally, there would be a physical separation (raised track or bollards or failing that, a differently coloured pavement) between the bike lanes and the rest of the traffic.

C. Halberstadt indicates the construction of segregated bike lanes can be problematic for engineers in residential areas due to the large number of driveways.

Moved by N. Campbell, seconded by C. Pope,

In principle, and in keeping with its mandate, the WBC is in favour of dedicated bike lanes on both sides of the road, as opposed to a multi-use trail on one side of the road only. We further recommend that a physical separation (through bollards, bumpers or other means) between the bike lanes and the rest of traffic be put in place.

If there was a multi-use trail on both sides of the road that might well change our view, but a multi-use trail on only one side of the road creates a situation where cyclists are riding contra directionally to traffic. This is not inherently problematic on a multi-use trail but it is when the trail is only on one side of the road. Where seeking to re-enter traffic or make a turn, this creates unpredictability and therefore a safety hazard. There is also a concern that bike lanes are better for commuters and other utilitarian bike users using Cabana as a transportation artery.

On the other hand, we recognize that there are cyclists who feel vulnerable on dedicated bike lanes and would feel safer on a separated multi-use trail. A multi-use trail would encourage local families to use bikes to visit friends and businesses along Cabana, Howard and Dougall. If Council decides on the multi-use trail option, we recommend the following changes to what is planned:

1) Roughly 30 % of what is planned involves "dismount and walk" instructions for cyclists. This number needs to be reduced in order for the trail to be attractive to cyclists. Or, at least for cyclists going in the direction of traffic, a way to merge on to the road safely would be in order.

2) Greater physical separation from traffic is needed for the trail in places. At times the planned trail is essentially just beside the road with no real physical separation. This really doesn't add anything to the painted bike lane option for cyclists who feel vulnerable. An additional physical barrier, be that raised track, trees, bollards, etc., should be considered.

Finally, whatever option is chosen, we recommend that service standards for clearing the paths of ice and snow during the winter are put in place prior to use.

Carried.

C. Copot-Nepszy indicates the Windsor Essex County Health Unit will provide a letter to accompany the foregoing motion when it is presented to the Environment, Transportation and Public Safety Standing Committee and subsequently to City Council.

4.2 Bike Summit Conference with Eleanor McMahon

Discussion ensues regarding a Bike Summit Conference to be held in Windsor on a date and time to be determined. It is generally agreed the Committee Coordinator will arrange a conference call with Eleanor McMahon along with the Chair, C. Copot-Nepszy, J. Leitzinger and Councillor Halberstadt to determine the specifics including costs and a possible date.

4.3 Police Enforcement – Safety Blitz

Deferred to a future meeting.

4.4 Police Response on Lowering fines for Cycling on Sidewalks

Dr. N. Scott indicates he will contact the Supervisor of Constable Brad Rivett, Windsor Police Services regarding lowering the fines for cycling on sidewalks and will report back.

4.5 Bike to Work Event

K. Gignac, Vice Chair reports the Bike to Work event will be held on May 30, 2014. The itinerary for the event includes cyclists meeting at 6:30 a.m. in front of Goodlife Fitness, Devonshire Mall and will depart at 6:45 a.m. From there, cyclists will proceed on the Grand Marais Drain Trail, streets in the South Walkerville area, and the Riverfront Trail to the CBC located at Riverside Drive and Crawford Avenue arriving at 8:00 a.m. Cyclists will enjoy a complimentary bagel breakfast with coffee, juice and fresh fruit. The recipient of the 2014 Commuter of the Year Award will be announced following the breakfast.

Moved by C. Pope, seconded by N. Noel,

That **APPROVAL BE GIVEN** to an expenditure in the upset amount of \$600. for costs associated with the Bike to Work event to be held on May 30, 2014.

Carried.

4.6 Sixth Concession Road/North Talbot Road Environmental Assessment

An e-mail from C. Copot-Nepszy dated April 11, 2014 regarding the Environmental Assessment for Sixth Concession Road/North Talbot Road is distributed and **attached** as Appendix "A".

Councillor Payne states there is insufficient room for cyclists to ride on Sixth Concession Road. J. Leitzinger advises that as part of the Environmental Assessment process, active transportation facilities will be included in the design possibly constructing segregated bike lanes in this area. More information regarding the Environmental Assessment is available on the City of Windsor website and this includes the PIC panels as well as the transportation planning and urban design workshop presentation.

J. Leitzinger reports a Public Information Centre will be held in June 2014.

The Chair requests C. Copot Nepszy formulate a motion relating to bike lanes/coloured bike lanes, and construction of sidewalks in the Sixth Concession/North Talbot area for the next meeting of the WBC.

4.7 Financial Summary

The Financial Summary Variance Report for the period ending February 28, 2014 is received for information.

Councillor Halberstadt indicates he will contact the representatives from Michigan regarding the Bike the Bridge initiative and will report back.

5. COMMUNICATIONS

- 5.1 The e-mail from Councillor Halberstadt dated March 18, 2014 regarding the "Omnibus Legislation to Result in Safer Roads for All Users" is received for information.
- 5.2 The letter from Mrs. Heather Kuhn dated November 11, 2013 to Percy Hatfield, MPP regarding cyclists and e-bikes sharing Ontario roads with cars, trucks and buses is received for information.
- 5.3 The e-mail from Dr. Waters, Chair to Laura Ash dated April 7, 2014 regarding the active transportation project on Cabana Road is received for information.

6. **NEW BUSINESS**

The use by cyclists of the '311' service to report problems with cycling facilities and to request bike rack replacement was discussed. J. Leitzinger indicates she will contact the 311 Call Centre to determine the number of service requests relating to cars parking in bike lanes and will report back.

7. **DATE OF NEXT MEETING**

The next meeting will be held on June 26, 2014 at 5:00 p.m. in Room 407, 400 City Hall Square East.

8. **ADJOURNMENT**

There being no further business, the meeting is adjourned at 6:10 o'clock p.m.

CHAIR

COMMITTEE COORDINATOR

AGENDA
and Schedule "A"
to the minutes of the
Windsor Bicycling Committee meeting held
Wednesday, April 16, 2014
at 5:00 o'clock p.m.
Room 407, 400 City Hall Square East



1. **CALL TO ORDER**
2. **DECLARATIONS OF CONFLICT**
3. **MINUTES**
Adoption of the minutes of the meeting held February 27, 2014 – *(previously distributed)*
4. **BUSINESS ITEMS**
 - 4.1 **Report of the Chair**
 - 4.2 **Bike Summit with Eleanor McMahon**
 - 4.3 **Police Enforcement – Safety Blitz**
 - 4.4 **Police Response on Lowering Fines for Cycling on Sidewalks**
 - 4.5 **Bike to Work Event**
 - 4.6 **Sixth Concession Road/North Talbot Road Environmental Assessment**
C. Copot-Nepszy to provide an update.
 - 4.7 **Financial Summary**
The Financial Summary Variance Report for the period ending February 28, 2014 *attached.*
5. **COMMUNICATIONS**
 - 5.1 E-mail from Councillor Halberstadt dated March 18, 2014 regarding “Omnibus Legislation to Result in Safer Roads For All Users” – *attached.*
 - 5.2 Letter from Mrs. Heather Kuhn dated November 11, 2013 to Percy Hatfield, MPP regarding cyclists and e-bikes sharing Ontario roads with cars, trucks and buses – *attached.*
 - 5.3 E-mail from Dr. Waters, Chair to Laura Ash dated April 7, 2014 regarding the active transportation project on Cabana Road – *attached.*
6. **NEW BUSINESS**

7. **DATE OF NEXT MEETING**

To be determined.

8. **ADJOURNMENT**